

81-1959

4 August 1981

MEMORANDUM FOR: Director of Central Intelligence
Deputy Director of Central Intelligence
Deputy Director for Administration
Deputy Director for National Foreign Assessment
Deputy Director for Operations
Deputy Director for Science and Technology
Inspector General
General Counsel
Director of Personnel
Comptroller
Director, Office of Equal Employment Opportunity

FROM : Director, Office of Policy and Planning

SUBJECT : Office of Policy and Planning

I plan to be on annual leave August 6-27. In my absence, the different OPP Staff Chiefs will be working directly with you, as in recent weeks, on matters for which this Office is responsible. On matters affecting the Office as a whole, will be standing in for me.

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Robert M. Gates

cc: Executive Secretary
DCI Security
AO/DCI